



CITY OF HOUSTON

Houston Police Department

Sylvester Turner, Mayor

1200 Travis Houston, Texas 77002-6000 713/308-1600

CITY COUNCIL MEMBERS: Brenda Stardig Jerry Davis Ellen R. Cohen Dwight A. Boykins Dave Martin Steve Le Greg Travis Karla Cisneros Robert Gallegos
Mike Laster Martha Castex-Tatum Mike Knox David W. Robinson Michael Kubosh Amanda K. Edwards Jack Christie CITY CONTROLLER: Chris B. Brown

September 16, 2019

Art Acevedo
Chief of Police



MuckRock News
Attn: Leila Young
DEPT MR 58701
411A Highland Ave
Somerville, MA 02144-2516

Dear Leila Young:

On April 4, 2019, you submitted a public information request for a copy of the emails between the e-mail address ejarvis@adl.org and all HPD e-mail addresses. On April 16, 2019 you clarified your request by providing the list HPD employees:

- Chief of Police Art Acevedo
 - EAC M. D. Slinkard
 - EAC T. R. Finner
 - Assistant Police Chief H. J. Gaw
 - Assistant Police Chief J. G. Jones
 - Assistant Police Chief L. J. Satterwhite
 - Assistant Police Chief P. Lopez, Jr.
 - Assistant Police Chief W. R. Dobbins
 - Captain J. L. Jones
 - Captain K. D. Anthony
 - Deputy Director D. R. Poor
 - Deputy Director R. L. Woolfolk
- We have determined that the charges to comply with your request will exceed **\$40**. Therefore, the following is provided pursuant to Section 552.2615 of the Local Government code and Section 70.7 of the Office of the Attorney General (OAG) cost rules.
- Your request is also in excess of **\$100**. In accordance with section 552.263, we request a deposit of **\$263.83**. Your check or money order must be made payable to the City of Houston and reference with **OR#19-03744**. Please mail the deposit along with the invoice to the Houston Police Department, Planning & Data Governance, Open Records Unit, 10th floor, 1200 Travis, Houston, TX 77002.



- Itemized statement of charges:

Pages: 1700 (approximate) @ \$0.10/each	\$170.00
Labor: 14.17 hrs. @ \$15/hour	\$212.50
Overhead: \$212.50 @ 20%	\$42.50
CPU @ \$10/hour	\$15.00
Postage	TBD
Estimated Charges	\$440.00
Deposit	\$220.00

- If you accept the charges and forward written documentation of acceptance, your request will be processed within 90 (ninety) business days after your written approval is received.
- Your request will be considered automatically withdrawn if you do not notify us in writing within 10 (ten) business days from the date of this statement that you:
 - a) accept the charges and agree to pay or
 - b) modified your request (If you choose to inspect the records, it is considered a modification not a new request) or
 - c) sent a complaint to the OAG alleging you have been overcharged for the documents.
- You may choose to respond by email – hpd.openrecords@houstonpolice.org, fax – 713-308-3260, U.S. mail – HPD, Office of Planning & Data Governance, Open Records Unit, 1200 Travis, 10th Floor, Houston, TX 77002 or in person at our office located at 1200 Travis.
- There is a less expensive way of obtaining this information. Please contact Leslie Piepr-Horton at 713-308-3200 if you want to pursue alternate means of inspecting or obtaining copies of some documents.
- Responsive documents are not emailed or faxed.
- Please note no work will be undertaken until we receive your written response.

If you have any questions about the enclosed material, please contact the Office of Planning & Data Governance, Open Records Unit at 713-308-3200.

Sincerely,



Jeffrey C. Monk, DBA, Administration Manager
Office of Planning & Data Governance
Open Records Unit